



# MEMORANDUM

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**DATE:** February 14, 2014  
**TO:** George Kathios  
**FROM:** David Press, David Peterson  
**SUBJECT:** Kittery Infrastructure Improvements & Sewer Extension Projects  
Progress Report for the period 12/30/13 through 1/26/2014  
**KLF Project:** 20140053, 20140119, 20140175

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This Memorandum serves as a status report of work completed and work anticipated to be completed in the following period for the Kittery Infrastructure Improvements Project and the Sewer Extension Project. We suggest you share it the Town Manager, Town Council, and others.

## **SEWER INFRASTRCTURE IMPROVEMENTS PROJECT DESIGN SERVICES**

Note that there are two subprojects under this improvement project: 1) upgrades to two of the Town's 21 pump stations - pump station nos. 6 and 8, and 2) upgrades to the wastewater treatment facility and upgrades to the Town's other 19 pumping stations.

The following work was completed during the period ending January 26, 2014:

- Received DEP comments on the Environmental report, addressed the comments, and resubmitted the report to DEP for approval.
- Coordinated with equipment vendors (grit classifier system, septage receiving system, grit pump, septage blowers) for specifying control systems for the equipment and for obtaining wiring diagrams necessary for electrical design.
- Coordinated with electrical subconsultant for advancing the electrical design.
- Developed a control arrangement for the new grit removal system in the headworks and updated the grit equipment specifications to reflect the control arrangement.
- Coordinated with the SCADA subconsultant for the SCADA design.

During February 2014, the following activities are anticipated:

- Submit the treatment facility plans and specifications to the Town and Maine DEP for review.
- Address internal and Town comments on the Town and DEP reviews.
- Finalize the treatment facility and pump station plans and specifications for bidding.



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## SEWER INFRASTRUCTURE IMPROVEMENTS CONSTRUCTION SERVICES

Note that there are two subprojects under this improvement project: 1) upgrades to two of the Town's 21 pump stations - pump station nos. 6 and 8, and 2) upgrades to the wastewater treatment facility and upgrades to the Town's other 19 pumping stations.

The following work was completed during the period ending January 26, 2014:

- Distributed Pump Station 6 & 8 Improvement documents to prospective bidders (the Pump Station 6 & 8 Improvement project was advertised for bids on December 26, 2013 for a bid opening on January 22, 2014).
- Received and filed questions received during the bidding period.
- Prepared an addendum to respond to questions and distributed the addendum on January 17, 2014 to plan holders.
- Attended the bid opening in the Town Hall on January 22, 2014.
- Evaluated the bids and prepared an award recommendation letter
- Prepared a bid award approval package and submitted it to DEP for approval.

During February 2014, the following activities are anticipated:

- Assist the Town in executing a contract with the selected bidder.
- Submit the executed contract documents to DEP.
- Attend a preconstruction conference with the selected bidder.
- Commence review of contractor submittals

## SEWER EXTENSIONS PROJECT

The following work was completed during the period ending January 26, 2014:

- Met with property owners (Cullen, Dennett, Sheehan, and Seaward) along the cross-country portion of the proposed sewer alignment.
- Met with Sturgeon Creek (Mike Dupuis) to obtain field data on the Shapleigh School and the Dana Mobile Home Park.
- Obtained final draft survey from WSP Sells and completed a field back-check of the survey.
- Developed draft boring logs of the data collected from the geotechnical investigations.
- Completed conceptual design lay-out for the new sewer (plan and profile) along the entire project area. Updated alignment and profile to account for existing utilities and ledge.
- Identified locations for pump stations.
- Reviewed betterment policy.

During January 2014, the following activities are anticipated:

- Determine if additional investigations are required in the spring to investigate the existence of vernal pools within the project area.
- Determine design implications if vernal pools exist and if the work is in their jurisdiction.
- Develop initial quantities to produce a draft cost estimate.
- Develop draft cost estimate.
- Initial development of easement plans.
- Develop draft betterment calculations.